



# ARKANSAS DEPARTMENT OF EDUCATION

## CONTRACT/GRANT AWARD ROUTING FORM

Use this routing form for obtaining approvals (in the order listed below) for **every Professional or Technical Services Contract, MOU, Grant Award or other agreement exceeding \$10,000.** When the form is complete, **the contract must be returned to the Finance Office.** The Finance Office will forward those exceeding \$50,000 to DFA for additional approvals.

Contract with: Dawson Educational Cooperative

Approved: [Signature] Date: 03/26/16  
Unit Leader

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Assistant Commissioner

Approved: [Signature: Linci Boyd] Date: 4/7/16  
Finance Office

Approved: [Signature: S. B. 33] Date: 4/15/16  
Legal Office

Approved: [Signature: mgntchen] Date: 4/20/16  
Commissioner/Deputy Commissioner

Comments \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_




# ARKANSAS DEPARTMENT OF EDUCATION

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Legal Office

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Commissioner/Deputy Commissioner

Comments \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## 2016 Computer Science Professional Development Program Grant Memorandum of Understanding

This memorandum of understanding (MOU) is being entered into between the Arkansas Department of Education (ADE) and the Arkansas STEM Center, Arkansas Educational Service Cooperative, Arkansas public university, Arkansas public community college, or other public institution listed in Section I, hereinafter "INSTITUTION".

### Section I – INSTITUTION Information

Name: **Dawson Educational Cooperative**  
Address: **711 Clinton St.**  
**Arkadelphia, AR 71923**

Contact Name: **Tonia McMillan**  
Contact Email: **toniam@dawsonesc.com**

### Section II – Funding Information

Grant funding is subject to the availability of funds appropriated by legislative act for the purpose stated in the grant award. ADE reserves the right to reduce or void the grant award upon appropriated funds becoming reduced or unavailable. In addition, a grant agreement may be terminated by ADE at any time for any reason upon notice to the grant recipient.

ADE reserves the right to reduce funding if the initial funding projections are determined not to have been realistic based upon the number of actual applicants or other factors. Should additional funds become available for distribution, ADE will determine how these funds will be distributed.

Program funds shall not be obligated for expenditure before the beginning date of the grant or after the ending date of the grant. Funds may be requested only for those items that are reasonable and necessary for accomplishing the objectives of the program as defined in the application notice and for implementing activities as described.

Costs not included in the approved grant budget, including approved budget revisions, will not be reimbursed by ADE. Any costs that are incurred either before the start of the grant award or after the expiration of the grant award performance period are not allowable.

INSTITUTION must receive the benefit and liquidate all obligations incurred under the grant award no later than June 30, 2017.

For costs to be allowable to be charged to a grant, costs must generally meet the following criteria:

- Be necessary and reasonable for the performance of the grant and be allocable under the applicable cost principles



- Conform to limitations or exclusions set forth in the grant agreement as to types or amount of costs
- Be consistent with policies and procedures that apply uniformly to federally or state-funded activities and activities funded from other sources
- Be determined in accordance with generally accepted accounting principles (GAAP)
- Be adequately documented.

ADE will provide INSTITUTION up to **\$96,903.45** in grant funding for the ADE approved 2016 Computer Science Professional Development Program. Forward funding, not to exceed 50% of total program funding, in the amount of **\$19,403.45** will be made available to INSTITUTION on or before **April 29, 2016**. The remaining funding amount will be made available to INSTITUTION as reimbursements per the following schedule, subject to ADE receipt of invoices and attestations of meeting program requirements and MOU assurances.

The grant period for this funding is April 1, 2016 – June 30, 2017; INSTITUTION will return all funds not liquidated before June 30, 2017 to ADE by July 31, 2017.

#### **FY2016 – Q4 Reimbursement**

- Expenses, beyond already transferred amount, through June 20, 2016
- Invoice and attestation due to ADE on or before June 22, 2016
- Made available on or before July 29, 2016

#### **FY2017 – Q1 Reimbursement**

- Expenses, beyond already transferred amounts, through September 30, 2016
- Invoice and attestation due to ADE on or before October 4, 2016
- Made available on or before November 11, 2016

#### **FY2017 – Q2 Reimbursement**

- Expenses, beyond already transferred amounts, through December 31, 2016
- Invoice and attestation due to ADE on or before January 13, 2017
- Made available on or before February 24, 2017

#### **FY2017 – Q3 Reimbursement**

- Expenses, beyond already transferred amounts, through March 31, 2017
- Invoice and attestation due to ADE on or before April 5, 2017
- Made available on or before May 5, 2017

#### **FY2017 – Q4 Reimbursement**

- Expenses, beyond already transferred amounts, through June 20, 2017
- Invoice and attestation due to ADE on or before June 26, 2017



- Made available on or before July 29, 2017

### **FY2017 – Final Reimbursement**

- Expenses, beyond already transferred amounts, through June 30, 2017
- Invoice and attestation due to ADE on or before July 10, 2017
- Made available on or before August 4, 2017

### **Section III – Program Delivery**

INSTITUTION will provide professional development in the content area of computer science in accordance with the attached Computer Science Professional Development Program Grant Application 2016 submitted to ADE by INSTITUTION. Any provisions within the attached Computer Science Professional Development Program Grant Application 2016 that are in conflict with any provision within this MOU are declared invalid, and INSTITUTION must adhere to all provisions within this MOU.

INSTITUTION must commence and perform project activities according to established timelines. Failure to do so may result in reduction and reallocation of funds.

### **Section IV - Funding Use**

INSTITUTION will utilize all funding awarded under this grant for activities to provide professional development to Arkansas educators in the content area of computer science, at no charge to said educators or their employing institutions.

INSTITUTION will use Fiscal control and accounting procedures that permit the tracing of funds to a level of expenditure adequate to establish that funds have been used in accordance with grant award. The INSTITUTION must maintain effective control over and accountability for all funds, property, and other assets. The INSTITUTION'S financial management system must provide for the following:

- Identification, in its accounts, of grant awards received and expended for the program under which they were received.
- Accurate, current, and complete disclosure of the financial results of each grant award or program
- Records that identify adequately the source and application of grant funds
- Effective control over, and accountability for, all funds, property and other assets

INSTITUTION acknowledges that funding awarded under this grant is subject to all applicable federal and state laws and regulations in addition to the provisions herein Section II – Funding Information.

INSTITUTION acknowledges that it has reported planned uses for the funding and will not substantially deviate from the program approved and as indicated within the attached Computer



Science Professional Development Program Grant Application 2016 submitted to ADE by  
INSTITUTION

INSTITUTION will not use any grant award funds to either forward fund or reimburse program participants for any PRAXIS fees; INSTITUTION will direct participants that are seeking licensure endorsement to use the ADE CS PRAXIS Reimbursement Form found at <http://goo.gl/yHWjFF>.

INSTITUTION will insure, prior to any participant receiving a stipend as allowed under this MOU, that participant must satisfy one of the following requirements on or before June 1, 2017:

- for classroom educators completing a K-8 focus program must take part in follow-up opportunities for one school year through which they demonstrate proper CS embedding within their classes and support of other educators within their school and/or district. (maximum stipend amount of \$1,250.00)
- for district or school level educators completing a K-8 focus program must take part in follow-up opportunities for one school year through which they demonstrate how they are supporting broad classroom integration of the CS embedded standards through ongoing and meaningful professional development. (maximum stipend amount of \$1,250.00)
- for classroom educators completing the 7th/8th Grade Coding Block focus program must successfully instruct students in the 7th/8th Grade Coding Block standards and demonstrate support of other educators within their school and/or district in the 7th/8th Grade Coding Block standards and the embedded K-8 Computer Science Standards. (maximum stipend amount of \$1,500.00)
- for district or school level educators completing the 7th/8th Grade Coding Block focus program must take part in follow-up opportunities for one school year through which they demonstrate how they are supporting district-wide or school-wide implementation and instruction of the 7th/8th Grade Coding Block and the embedded K-8 Computer Science Standards through ongoing and meaningful professional development. (maximum stipend amount of \$1,500.00)
- for any individual completing an approved professional development offering focused on preparation to pass the assessment necessary to gain an ADE Computer Science Endorsement or provisional license for non-traditional programs must be successful in attaining the ADE Computer Science Endorsement (or ADE Provisional License in Computer Science) and supporting the instruction of one or more of the approved Act 187 courses through either a face-to-face or hybrid instructional model for the 2016-2017 school year. (maximum stipend amount of \$1,750.00)

INSTITUTION and participant will ensure that acceptance of any stipend is allowed under all applicable laws and rules, including district policy, prior to stipend award.

If the INSTITUTION fails to comply with any of the terms of the grant award, whether stated in a federal statute or regulation, an assurance, a state plan, application, grant award notification, or elsewhere, ADE may take one or more of the following actions:



- Temporarily withhold payments pending correction of the deficiency by the grant recipient;
- Disallow or deny both use of funds and matching credit for all or part of the cost of the activity or action not in compliance with the grant;
- Wholly or partly suspend or terminate the grant award;
- Withhold further awards for the grant program; or,
- Take other remedies that may be legally available

## **Section V – Reporting**

INSTITUTION will complete and submit with each reimbursement request an ADE Grant Budget/Expenditure Report and Budget Narrative found at <http://goo.gl/forms/1ed8hVU4x5>. Reimbursement funds will not be released to INSTITUTION until the requisite Grant Budget/Expenditure Report and Budget Narrative is submitted.

INSTITUTION will report to the ADE grant coordinator for this grant a list, in .xls file format, of all participants on July 1, 2016 and June 30, 2017 and include the following participant information:

- First and Last Name
- Arkansas Educator Licensure System Case ID – available at <https://goo.gl/gDI4hl>
- Official Email Address
- Employing LEA
- Current Licensure Codes – *same cell, comma delimited*
- Grades Currently Teaching – *using grade bands K-2, 3-5, 6-8, 9-12*
- Percentage of program competition – *INSTITUTION determined*
- Number of scheduled PD hours, as part of this MOU, in which participant was expected to participate
- Number of scheduled PD hours, as part of this MOU, in which participant has actually participated
- Amount of any stipend awarded to participant – *N/A for July 1, 2016 report*

## **Section VI – Failure to Comply**

ADE reserves the right to revoke a grant award for reasons including but not limited to the following:

- Noncompliance with the specified purpose of the grant award
- Failure to account for grant funds in accordance with standards for financial management, to retain proper documentation for grant expenditures, or to provide information to auditors or program monitors
- Failure to provide accurate, timely, and complete information as requested by ADE to evaluate the effectiveness of the grantee





## **Section VII – Other Assurances**

Administration of the program, activities, and services facilitated by the funding awarded within this MOU will be in accordance with all applicable state and federal statutes and regulations.

INSTITUTION will evaluate its program semiannually to assess its progress toward achieving its goals and objectives and use its evaluation results to refine, improve, and strengthen its program and to refine its goals and objectives as appropriate.

INSTITUTION will provide ADE representatives, and/or other state agency representatives, reasonable access to the campus and classrooms where programs and/or activities facilitated by grant funds awarded under this MOU.

INSTITUTION must disclose, in a timely manner, in writing to ADE all violations of criminal law involving, but not limited to fraud, bribery, or gratuity violations potentially affecting the grant recipient. Failure to make required disclosures can result in any of the actions described in the **Failure to Comply** section.

INSTITUTION will select and utilize a system of participant selection that is impartial and does not exclude, based on district of employ or federally protected class, any ADE Licensed Arkansas Educator.

INSTITUTION must disclose in writing any potential conflict of interest between the recipient and ADE employees. In addition, all grant recipients that receive in excess of \$25,000 will be required to complete the **“Contract and Grant Disclosure and Certification Form.”**

## **Section VIII – Commingling of Funds**

INSTITUTION must not deposit or record funds in a general account without the ability to identify each specific source of funds for any expenditures, which is known as commingling of funds. Funds from each Federal, State, local, and private funding source must be identified with a clear audit trail for each source. The accounting systems of all grant recipients must ensure that grant funds are not commingled with funds from other State or Federal agencies or private entities. Funds specifically budgeted and/or received for one project may not be used to support another

## **Section IX – Record Retention**

Financial records, supporting documents, statistical records and all other records pertinent to the grant award shall be retained by the grant recipient for four years following the end of the grant award performance period. The retention requirement extends to books of original entry, source documents supporting accounting transactions, the general ledger, subsidiary ledgers, personnel and payroll records, cancelled checks, and related documents and records.

- Source documents include paper or electronic copies of all grant awards, applications and required financial and narrative reports.





- Personnel and payroll records shall include the signed time and attendance reports for all individuals included in the project, whether they are employed full-time, part-time, or on a volunteer basis.
- Time and effort reports are required for employees with grant-funded salaries.

Grant recipients must further agree to permit access to these records to ADE program or fiscal staff, or any of their authorized representatives, as needed for monitoring purpose.

**Section X – Carryover of Grant Funds**

All encumbrances/obligations shall occur on or between April 1, 2016 and June 30, 2017.

INSTITUTION must receive the benefit and liquidate all obligations incurred under the grant award no later than June 30, 2017

If the grant recipient has not obligated all of its grant funds by June 30, 2017, any unexpended grant funds will be requested for return to ADE.

Johnny Key, Commissioner of Education  
Arkansas Department of Education

4/26/16

Date

Ben Wright

INSTITUTION Authorized Representative  
Printed Name

Director

INSTITUTION Authorized Representative  
Title

INSTITUTION Authorized Representative  
Signature

4/22/2016

Date



- Personnel and payroll records shall include the signed time and attendance reports for all individuals included in the project, whether they are employed full-time, part-time, or on a volunteer basis.
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\_\_\_\_\_  
Johnny Key, Commissioner of Education  
Arkansas Department of Education

\_\_\_\_\_  
Date

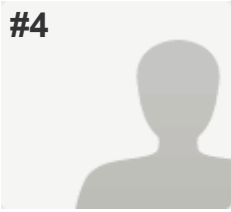
\_\_\_\_\_  
INSTITUTION Authorized Representative  
Printed Name

\_\_\_\_\_  
INSTITUTION Authorized Representative  
Title

\_\_\_\_\_  
INSTITUTION Authorized Representative  
Signature

\_\_\_\_\_  
Date

#4

**COMPLETE****Collector:** Web Link 1 (Web Link)**Started:** Wednesday, January 27, 2016 2:11:30 PM**Last Modified:** Monday, February 22, 2016 2:10:30 PM**Time Spent:** Over a week**IP Address:** 108.171.131.181**PAGE 1: General Information**

<b>Q1: Organization Name</b>	Dawson Education Cooperative
<b>Q2: Organization Type</b>	Arkansas Educational Service Cooperative
<b>Q3: Organization LEA (if applicable)</b>	1020000
<b>Q4: Organization Mailing Address (Line 1)</b>	711 Clinton St.
<b>Q5: Organization Mailing Address (Line 2) - optional</b>	<i>Respondent skipped this question</i>
<b>Q6: Organization Mailing Address (City)</b>	Arkadelphia
<b>Q7: Organization Mailing Address (Zip Code)</b>	71923
<b>Q8: Contact Person (First Name)</b>	Tonia
<b>Q9: Contact Person (Last Name)</b>	McMillan
<b>Q10: Contact Person (Email Address)</b>	toniam@dawsonesc.com
<b>Q11: Contact Person (Telephone XXX-XXX-XXXX)</b>	870-246-3077
<b>Q12: Contact Person (Title)</b>	Technology Coordinator

**PAGE 2: Program Focus Selection**

<b>Q13: Please select a program focus for this application</b> (NOTE: each organization may submit a separate application for each focus area for which they wish to offer)	Embedded K-8 Computer Science Standards
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**PAGE 3: Program Information**

**Q14: Provide a program description. Be certain to provide information related to the curriculum, content guide, and materials to be utilized**

## Computer Science Professional Development Program Grant Application 2016

Dawson Education Cooperative serves 22 school districts within a six county region. It provides professional development services to approximately 3,700 teachers in grades K-12. Professional development services include content areas in literacy, math, science, technology, CTE, and other vital areas such as Special Education and Early Childhood. There are approximately 33,000 students within the 22 school districts mentioned.

Computer science and the technologies it enables now lie at the heart of our economy, our daily lives, and scientific enterprise. As the digital age has transformed the world and workforce, U.S. K–12 education has fallen woefully behind in preparing students with the fundamental computer science knowledge and skills they need for future success. To be a well-educated citizen as we move toward an ever-more computing-intensive world and to be prepared for the jobs of the 21st Century, students must have a deeper understanding of the fundamentals of computer science. Dawson Education Cooperative is proposing training for 62 lead teachers and content specialists in grades K-6 to become a trainer for their school district/building. Using the trainer-the-trainer model will enable Dawson to serve more teachers and students in the 22 school districts it serves.

Each participant will be trained in Creative Computing using Scratch programming and supporting computational thinking in the classroom and other learning environments that are currently being offered in the state. In 2006, Scratch was developed by the Lifelong Kindergarten Group at the MIT Media Lab. It was designed to enable creation of games, animations, and multimedia projects. Programs are constructed using “blocks” that snap together into one another. Program structure is represented visually. Scratch is used by over a million members and almost two and a half million projects have been posted on the web. Concepts that kids encounter in this program include structured programming, algorithms, data types, and objects which support learning in any programming language that tie perfectly with Arkansas Computer Science Standards. Scratch is a free open source curriculum for anyone and is aligned to the CSTA standards and the Next Gen Science Standards. ScratchEd is also used in other coding curricula; Code.org, Tynker, and Project Lead the Way.

Training activities will be aligned to the Arkansas Content Standards for Science, Literacy, and Mathematics for grades K-8 and the Arkansas Computer Science Standards for grades K-4 and 5-8. In addition, the DEC content specialists will incorporate the strategies taught in the Computer Science training in current Literacy Design Collaborative (LDC) and Math Design Collaborative (MDC) trainings. Each participant will go through a six week online training. The first three weeks, called Foundations, are an opportunity to develop greater familiarity and fluency with the Scratch authoring environment and online community through a series of scaffolded activities. The final three weeks, called Explorations, are an opportunity to define and pursue a self-directed project (such as designing Scratch activities, documenting your experiences of helping others learn Scratch, or experimenting with advanced features), which you can develop on your own or with others.

Through the six weeks, participants will be maintaining an electronic design notebook, which will be submitted each week through a Google Group for peer review. Each week is composed of primarily asynchronous interactions, so participants can work at their own pace. The asynchronous components include mini-lectures (a.k.a. lecturettes), activity overviews and walkthroughs, tutorials, and discussion forums through Zoom -- and will be made available at the beginning of each week. These asynchronous interactions are prefaced by 3 face-to-face trainings; Day 1 Overview and Getting Started, Day 2 - Devices and Project Showcase in the Makerspace Center; and Day 3 - Classroom site visits by the DEC Technology Coordinator to see classroom implementation with current content being taught.

The DEC Technology Coordinator currently works with a group of teachers in the implementation of “Makerspaces” in their school districts. Within the Makerspace, is the implementation of Computer Science (Coding) which enable students to become problem solvers, risk takers, and be creative in design processes. DEC will incorporate a “model” classroom that will be open to all districts to use with their students. This model classroom will also be used for training for Makerspaces and Computer Science trainings. Currently, teachers are checking out a limited amount of programming equipment on a two week basis and using the materials in their classroom. The Creative Computing Training and Makerspace center for students and teachers to come and work will make a more cohesive learning environment and be a model for schools in developing their own Makerspace. DEC assistants and Computer Science students from Henderson State University will be on staff to aid the students and teachers with their training and projects. Not only will the Makerspace center be available to schools, but it will also be open for the local community as a regional Makerspace Hub to promote what students are doing in and out of the classroom. Students will have the opportunity to demonstrate their programming projects to teachers, parents, etc.! It is important for students to not only learn to block program, but to see how their program can become alive using gaming, robotics, etc. Materials included in the Makerspace Center for Computer Science will include Makey Makeys, Arduinos, Drones, Ollies, and a 3D Laser Printer. Materials were selected based on the ability to develop a program for the devices using Scratch logo. Upon completing the six week course, each participant will receive a stipend in the amount of \$1250.00 to purchase training materials to use at their building to train other teachers in the Creative Computing Model. Materials will also be made available to the teachers to check out and use with their students.

**Q15: If your organization plans to contract with an outside vendor/provider to provide professional development, provide the name and website URL for that vendor/provider. (N/A for not applicable)**

N/A

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**Q16: Provide a schedule for the program. Be certain to include the days, times, and number of hours that the sessions are to meet.**

Date:

May 19, 2016

9:00 - 4:00

6 hours

(31 participants)

Group 1

Location:

DEC Makerspace Lab

Activity:

Session I: Overview of Computer Science Frameworks, Grant Requirements, Creative Computing

Week 1 Activities: -Overview of -ScratchEd

-About Me

-Step by Step

-10 Blocks

-Studios

-Debug It

Training Materials:

-Creative Computing ScratchEd Notebooks

-Computers

-Online Digital Portfolios

-ScratchEd Accounts

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Date:

May 20, 2016

9:00 - 4:00

6 hours

(31 participants)

Group 2

Location:

DEC Makerspace Lab

Activity:

Session I: Overview of Computer Science Frameworks, Grant Requirements, Creative Computing

Week 1 Activities: -Overview of -ScratchEd

-About Me

-Step by Step

-10 Blocks

-Studios

-Debug It

Training Materials:

-Creative Computing ScratchEd Notebooks

-Computers

-Online Digital Portfolios

-ScratchEd Accounts

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Date:

May 21, 2016

# Computer Science Professional Development Program Grant Application 2016

May 21 - July 12, 2016

Location:

Creative Computing Online

Activity:

Week 2 Activities:

- Pass it On
- Characters
- Conversations
- Scenes
- Debug It

Week 3 Activities:

- Games
- Interactions
- Scores
- Levels
- Debug It

Week 4 Activities:

- workshop project; defining and planning
- inspiration studio
- advanced features
- educational programs
- activity exploration

Week 5 Activities: -reporting out and checking in

- help with scripts
- hardware and extensions
- unfocused group
- activity extension

Week 6 Activities:

- workshop project sharing and reflecting

Training Materials:

- computers
- coding equipment
- extension apps

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Date

July 13, 2016

9:00 - 4:00

6 hours

(31 participants)

Group 1

July 14, 2016

9:00 - 4:00

6 hours

(31 participants)

Group 2

Location:

DEC Makerspace Lab

Activity:

Devices and Project Showcase

Training Materials:

-Computers

## Computer Science Professional Development Program Grant Application 2016

- Computers
- Arduinos
- Ollies
- 3D Printers/Laser Printer
- Makey Makeys
- Tickle App
- Drones
- ScratchEd
- Coding Apps

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Date:  
September 1, 2016 through May 30, 2017  
8:00 - 3:00

Live feed in Google Groups

Location:  
DEC Member Districts

Activity:  
School Site visits with 22 DEC member districts  
Online Google Groups and Zoom Sessions

Training Materials:  
- Makerspace Lab Coding equipment  
- Training manuals

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Date:  
Date TBA  
8:30 - 3:30  
6 hours

Location:  
DEC Makerspace Lab

Activity:  
Field trips with students at DEC Makerspace Lab  
Trainers train school staff on Creative Computing ScratchEd

Training Materials:  
Stipend monies used to train staff

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**Q17: Provide a detailed plan to document evidence of program performance and success of the participants including all required and requested reporting.**

Documentation of program performance and success will be documented using an online Google Group, ScratchEd project board, and completion of all activities within the six week period using the Creative Computing online portal. In addition, sign-in sheets will be documented for face-to-face trainings and a log will be kept in the Makerspace Center listing districts, teachers, and grade levels. Documentation of student learning will be available online in the ScratchEd Project Portal. Students will also use a performance rubric when designing a programming project in Scratch. These will be kept on file with the lead teacher. Satellite Zoom sessions with the classrooms and trainer will be documented in Dawson's online registration system (escWorks) and a log will be maintained for school site visits by the DEC Technology Coordinator. Trainers will not receive mentioned stipends until all evidence of program performance and success has been fulfilled.

**Participant Success Indicators**

- 100% of 62 teachers receive 18 hours Professional Development for Days 1-3
- 100% of 62 Teachers complete Creative Computing Activities 1-6
- 100% of 62 Teachers complete Project Showcase and online interactions through Google Group and Zoom
- 100% of 62 teachers train school staff using Creative Computing and Coding Equipment by May 2018.
- 100% of 22 member schools participate with students in the DEC Makerspace Lab by May 2018.

**Q18: Provide the qualifications required for all staff and instructors. If a project manager or director can be identified, please do so at this time.**

Ron Wright, Director  
 Beth Neel, Teacher Center Coordinator  
 Tonia McMillan, Technology Coordinator and Project Manager; Trainer  
 Tammy Boyette, Literacy Specialist  
 Robin Phelan, Literacy Specialist  
 Cindy McAfee, Math Specialist  
 Carrie Barber, Math Specialist  
 Annette Brown, Science Specialist  
 Michael Arnold, Network and Technical Support  
 Veronica Nelson, Bookkeeping  
 Henderson State University Computer Science Dept., Mentor

**PAGE 4: Program Budget**

<b>Q19: Total Grant Amount Requested</b>	96903.45
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<b>Q20: Grant Forward Funding Requested in Dollar Amount (maximum of 50% of total proposed grant) - NOTE: organization will be required to return all unused or excess funding once program completion information is submitted.</b>	19403.45
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<b>Q21: Proposed Cost Per Participant</b>	1488.53
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<b>Q22: Estimated Number of Participants</b>	62.0
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**Q23: Summary of the Program's Proposed Budget**

Budget Summary:

Salaries:

Categories:

DEC Technology Coordinator - salary paid through ADE Technology Coordinator Grant

Subtotal - \$0

Total - \$0

Budget Summary:

## Computer Science Professional Development Program Grant Application 2016

### Budget Summary:

#### Employee Benefits:

##### Categories:

DEC Technology Coordinator - benefits paid through ADE Technology Coordinator Grant

Subtotal:

\$0

Total:

\$0

### Budget Summary:

Purchased Professional and Technical Services - travel, refreshments, teacher stipends

##### Categories:

DEC Technology Coordinator site visits for 22 school districts: 22 days travel x \$40/day = \$880.00

DEC Creative Computing 62 participants' refreshments at on-site training (3 days) @ \$4/day = \$744.00

DEC Creative Computing 62 participants' stipends @ \$1250 = \$77,500.00

Subtotal:

\$880.00

\$744.00

\$77,500.00

Total:

\$79,124.00

### Budget Summary:

Supplies - trainer manuals, paper, consumables for coding activities

##### Categories:

62 Train-the trainer manuals, consumable paper, unplugged coding consumable materials

62 participants @ \$20 = \$1,240.00

Subtotal:

\$1,240.00

Total:

\$1,240.00

### Budget Summary:

Training Equipment - hardware, coding equipment

##### Categories:

35 Light Blue Bean Arduinos @ \$30 = \$1,050.00

35 Ollies @ \$100 = \$3,500.00

35 Makey Makeys @ \$25 = \$875.00

35 Airborne Cargo Drone @ \$100 = \$3,500.00

3D Printer and filament @ \$3,000.00 = \$3,000.00

Subtotal:

\$1,050.00

\$3,500.00

\$875.00

\$3,500.00

\$3,000.00

Total:

\$11,925.00

### Budget Summary:

Other - Administrative costs (5%)

##### Categories:

Administrative fee/indirect cost: 5% of \$92,289.00

Subtotal:

\$4,614.45

Total:

\$4,614.45

Total Grant Request: \$96,903.45

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**Q24: Completer Individual Stipend Amount (if applicable)** 1250.0

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**Q25: Total Amount Allocated for Participant Stipends (if applicable)** 77500.0

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**PAGE 5: Assurances and Certification**

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**Q26: WE, THE UNDERSIGNED, CERTIFY that the information contained in this application, is complete and accurate to the best of our knowledge; that the necessary assurances of compliance with applicable state and federal statutes, rules, and regulations will be met; and, that the indicated organization designated in this application is authorized to administer this grant. WE FURTHER CERTIFY that the assurances listed above, have been or will be satisfied and that all facts, figures, and representations in this application are correct to the best of our knowledge.** Yes

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**Q27: First and last name of the authorized Representative certifying this application on behalf of the organization.** Ron Wright

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**Q28: Title of authorized Representative certifying this application on behalf of the organization.** Director

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**Subject:** RE: Computer Science Professional Development Program MOU  
**Date:** Friday, April 29, 2016 at 12:23:40 PM Central Daylight Time  
**From:** Traci Boyd (ADE)  
**To:** Anthony Owen (ADE), Tonia McMillen

I have no problem with the modification, as long as the revision is included in the agreement.  
Thanks,  
Traci

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**From:** Anthony Owen (ADE)  
**Sent:** Friday, April 29, 2016 12:18 PM  
**To:** Tonia McMillen <toniam@dawsonesc.com>  
**Cc:** Traci Boyd (ADE) <Traci.Boyd@arkansas.gov>  
**Subject:** Re: Computer Science Professional Development Program MOU

Traci

Tonia and I spoke about this via phone, and I am okay with these modifications. Please let me and Tonia know if you also approve.

Thanks,

Anthony

Sent from my iPhone

On Apr 29, 2016, at 10:13 AM, Tonia McMillan <[toniam@dawsonesc.com](mailto:toniam@dawsonesc.com)> wrote:

Dawson has chose to change the \$1250 stipend per teacher to \$1250 per participant for materials that will issued to the district upon completion of the training. Districts will sign a MOU agreeing to the following:

1. Participants will attend all sessions as described in the grant.
2. Upon completion, school districts will receive a \$1250.00 per participant to purchase materials that will be used with the teachers/students.
3. If the participant leaves the participating district, all materials received will remain at the district level.
4. If a participant decides to not complete the training for unseen reasons, the district agrees to forfeit the \$1250.00 for that participant.

Thanks, Tonia

*Tonia McMillan*  
*Technology Coordinator*  
*Dawson Education Cooperative*  
*711 Clinton St.*  
*Arkadelphia, AR 71923*  
*870-246-3077*  
*@toniamcm*  
[toniam@dawsonesc.com](mailto:toniam@dawsonesc.com)

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On Fri, Apr 29, 2016 at 9:10 AM, Anthony Owen (ADE) <[Anthony.Owen@arkansas.gov](mailto:Anthony.Owen@arkansas.gov)> wrote:

Tonia,

I had someone send me a question about your program. Their concern was that the stipend amount was dedicated to purchasing materials for the school. I don't really think this was the intent of the stipend, but if that is what you all want in your program that is fine. Those stipends were really allowed in order to attract teachers with some additional direct compensation. I know it was in your proposal, but I missed that part or didn't think it through.

If allowing teachers to purchase materials is what you all are want to do, we will need to amend the agreement slightly. This should not be listed as a teacher stipend, because that indicates it is going to the teacher, and per the grant allowances they couldn't access that money till they complete the program. Also, if the districts are getting the whole benefit of the money, I do not want there to be a tax question for the teachers to have to figure out.

Think about it, and lets decide to either reclassify it as supplies for the teacher or remove the requirement that they use it to purchase materials for the school (without changing the amounts); it is Dawson's program so that decision is left up to you.

I have carbon copied Traci, because she will have to approve any changes.

Thanks,

Anthony A. Owen  
Coordinator of Computer Science  
Arkansas Department of Education  
Four State Capitol Mall; Room 302A  
Little Rock, AR 72201  
Office Phone: [\(501\) 682-3386](tel:(501)682-3386)  
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